

**AGRI-SERVICES  
Evaluation/Pay Report**

Pay Period: \_\_\_\_\_ to \_\_\_\_\_ Industry: \_\_\_\_\_

Name: \_\_\_\_\_ ODOC #: \_\_\_\_\_

Evaluation Level: \_\_\_\_\_ Task: \_\_\_\_\_

**Poor**       **Fair**       **Good**       **Excellent**       **Outstanding**

COMMENTS:

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\_\_\_\_\_  
Supervisor's signature

\_\_\_\_\_  
Reviewer's signature

Skill Level: \_\_\_\_\_

Days Worked: \_\_\_\_\_

Pay per hour      \$ \_\_\_\_\_ x

Hours worked \_\_\_\_\_ =

Total month's pay \$ \_\_\_\_\_

Draw \$ \_\_\_\_\_

Bonus Award \$ \_\_\_\_\_

Reason \_\_\_\_\_

Bonus is:

Approved

Denied

\_\_\_\_\_  
Institutional Farm Manager/Correctional Industries Manager Signature

**OUTSTANDING**      This rating is for those workers who are exceptional in their work.

**EXCELLENT**      This rating is for those workers who display initiative, who are reliable and their work is satisfactory in quality and quantity.

**GOOD**      This rating is for those workers who perform in a satisfactory manner and complete tasks as required; doing what is expected, with only occasional performance above or below expectations.

**FAIR**      This rating is for those workers who may perform satisfactorily for some periods of time, but whose performance is marked by obviously deficient and weak areas and could be improved.

**POOR**      This rating is for those workers who perform unsatisfactorily and fall below expected and acceptable standards.

Original: Institutional Records office (Field File)

Copy: Supervisor File

**AGRI-SERVICES  
Pay Report**

	<b>SKILL LEVEL 1 (Flat Rate Per Month)</b>	<b>SKILL LEVEL 2 (Rate Per Hour)</b>	<b>SKILL LEVEL 3 (Rate Per Hour)</b>	<b>SKILL LEVEL 4 (Rate Per Hour)</b>
<b>CLASSIFICATION LEVEL 1</b>	0	0	0	0
<b>CLASSIFICATION LEVEL 2</b>	\$10.00	\$0.13	\$0.16	\$0.20
<b>CLASSIFICATION LEVEL 3</b>	\$15.00	\$0.20	\$0.22	\$0.25
<b>CLASSIFICATION LEVEL 4</b>	\$20.00	\$0.30	\$0.35	\$0.40

**Skill Levels:**

1. Trainee/non-skilled; requires close supervision.
2. Semi-skilled/trainee; requires general supervision.
3. Skilled-required to use a high degree of judgment/applied techniques; limited or no supervision is required.
4. Fully trained/highly skilled; generally no supervision is required.